

Campus Behavior

SS1302-1, SS1302-2

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Agenda

- Definitions
- How Campus handles behavior event data
- A behavior event start to finish
- Informing parents/guardians via Campus Portal and behavior letters
- Administrative settings



Definitions

- Behavior Data Types
 - Events
 - What happened
 - Resolutions
 - What was done to handle what happened
- Staff Name
 - Person assigned by the school to handle behavior events
 - Typically a vice principal and/or counselor
- Referral Name
 - Person who is reporting the student's behavior
 - Can be the same as Staff Name
- Event Type
 - District-defined list of events
 - Can be good (i.e., perfect attendance)
 - Can be bad (i.e., sleeping in class)



Definitions

- Resolution Types
 - District-defined list of resolutions
 - Map to Commonwealth codes
- Trigger
 - A number that tells system to take action when the number is reached
 - “Print a letter to parent/guardian when the number of bus incidents equals 3.”



How Campus Handles Behavior Data

- Integrated
 - Uses student data already in the system
 - Prevents errors and duplication of records
 - Reduces data entry
 - Data flows automatically to areas viewable by other stakeholders
 - Student's behavior tab in Student Information
 - Inbox of person handling the event
 - Campus Portal
 - Data Analysis
- Required fields
 - Event will not save without all required fields complete
 - Enforces complete data entry
 - Provides stakeholders with consistent reporting



Admin Settings

- System Administration Settings
 - Navigation
 - System Administration>Behavior
 - Event types and mapping to Commonwealth codes
 - Resolution types
- Portal settings
 - Does district wish to grant parents/guardians instant access to behavior events?
- Events and Resolutions
 - District-defined
 - Alignments
 - Awards
 - Discipline
 - Category
 - Minor
 - Serious
 - Extreme
 - State code mapping



Behavior Events Start to Finish

- Entering a behavior event
- Only persons designated as Referral can do this
 - Navigation
 - Behavior>Behavior Referral
 - Select student
 - Search or work with most recent student viewed
 - Complete form
 - Don't forget to save



Behavior Events Start to Finish

- Beginning the process
 - Entering behavior event data

1 Search for student

Index Search Help

Search for a:

Student Go

Advanced Search >>

Search Results: 226

00 ADAMS, COREY H #1418739 |
01 AL-DARRAJI, KELLY D #13224 |
05 ALEXANDER, MIRANDA R #13 |
02 ASKINS, ASHLEY H #995889 |
04 BAILEY, BRANDON D #137738 |
00 BAKER, LONNIE P #1871213 |
00 BAKER, MICHAEL D #976872 |
03 Baker, WHITNEY D #1130068 |
03 BARGO, DYLAN C #1755336 |
03 BARGO, JESSICA B #1355093 |
01 BARGO, TAYLOR L #1080321 |
02 BARNES, WILLIAM M #131874 |
01 BELT, SUMMER M #1077057 |
06 BENNETT, JOSEPH N #131188 |
03 BENNETT, MATTHEW H #1041 |
03 BINGHAM, CYNTHIA R #13948 |
05 BLAKELY, EDWARD S #96345 |
01 BLEDSOE, JAZMINE F #12388 |
04 BROUGHTON, ZACHARY M # |
05 BROWN, HAYLE B #1755495 |
04 CANNADAY, NOAH S #94089 |
00 CAPLINGER, BRADY T #13372 |
00 CARL, CHARLES P #1478044 |
02 CARR, PRECIOUS N #1592421 |
03 CARTER, JOSHUA A #1146891 |
00 CARTER, TATE L #1815744 |
01 CARTON, PEYTON T #188635 |
03 CARTON, STEPHANIE M #1400 |
02 CLARK, ASHLYN K #1232401 |
01 CLARKSTON, MICHAEL A #12 |
05 COLLINS, KYLE A #1436876 |
05 COLLINS, MARK T #1308036 |
04 DAMAYO, FATIMA D #105126 |
01 DAVIDSON, HAILEE B #167551 |
04 DAVIS, DANIEL S #1048151 |

ALEXANDER, MIRANDA R

Grade:06 #1302060 DOB:03/01/1997 Gender:F

☒ Behavior Referral

Save

Student

First Name	Last Name	Middle Name
MIRANDA	ALEXANDER	RENEE

Birthdate 03/01/1997 Grade 05

Address

Contacts

Contact	Home Phone	e-mail
PENNY LEATH		
Other Phone	Work Phone	Cell Phone
(555)542-5464		

Behavior Event

*Staff Name	*Date	*Time
	01/09/2009	03:04 PM
*Referral Name	*Event Type	Demerits
Weapon	Behavior Event Location	Violence Indicator
	SSL1: Classroom	<input type="checkbox"/>

Comments on Event

Comments on Student

Notify

Send a notification to the following behavior staff

MARTIN, LEE

3 Save

2 Complete required fields

Behavior Events Start to Finish

- Editing behavior event
 - Path: Student Information > General > Behavior Tab

1 Select event

2 Edit event, including:

- Checkboxes
- Law/Board Violation entry using calculation

Behavior Event Form Fields:

- Incident Number: 5844
- *Event Name: TOBACCO USE/POSSESSION
- *Event Date: 01/09/2009
- *Event Time: 02:47 AM
- Weapon: [Dropdown]
- Violence Indicator: [Dropdown]
- Call Police: [Checkbox]
- Arrest: [Checkbox]
- Charges: [Dropdown]
- Gang Related: [Checkbox]
- Civil Proceedings: [Checkbox]
- School Sponsored Event: [Checkbox]
- Non School Hours: [Checkbox]
- Law Violation: [Dropdown]
- Board Violation: [Dropdown]
- Referral Name: BAKER, DENNIS
- Referral Name: BROUGHTON, SANDRA
- Behavior Event Location: [Dropdown]
- SSL1: Classroom
- Participant Type: [Dropdown]
- Comments: [Text Area]
- State Event Code Mapping (calculated from event type): Board Violation (01)

Behavior Events Start to Finish

- Entering a resolution (only persons designated as Staff)
 - Navigation
 - Student Information>Search for student>Behavior tab
 - Click on behavior event to resolve
 - Click on student's name
 - User can
 - Edit/delete/print event
 - Change student's role
 - Click student's name under event
 - Add/remove students from event
 - Record resolution
 - Click New Resolution
 - Complete form



Behavior Events Start to Finish

- Adding the resolution

5 Save

3 Click New Resolution

The screenshot shows a web application for managing student behavior. It is divided into three main sections: a search sidebar on the left, a student profile in the center, and a behavior resolution form on the right. Red boxes and arrows highlight specific steps in the process.

Section 1: Search

Search for a:
Student
Go
Advanced Search >>

Search Results: 226

- 00 ADAMS, COREY H #1418739
- 01 AL-DARRAJI, KELLY D #1322
- 05 ALEXANDER, MIRANDA R #13
- 02 ASKINS, ASHLEY H #995889
- 04 BAILEY, BRANDON D #137738
- 00 BAKER, LONNIE P #1871213
- 00 BAKER, MICHAEL D #976872
- 03 Baker, WHITNEY D #1130068
- 03 BARGO, DYLAN C #1755336
- 03 BARGO, JESSICA B #1355093
- 01 BARGO, TAYLOR L #1080321
- 02 BARNES, WILLIAM M #131874
- 01 BELT, SUMMER M #1077057
- 06 BENNETT, JOSEPH N #131188
- 03 BENNETT, MATTHEW H #1041
- 03 BINGHAM, CYNTHIA D #13248

Section 2: Student Profile

ALEXANDER, MIRANDA R
Grade:06 #1302066 DOB:03/01/1997 Gender:F

Transportation Fees Lockers Athletics AdHoc Reports Waiver Records Transfer Gifted & Talented
Pre-School Title 1 Services ESS Attendance Group TEDS LEP Records Request District Info

Summary Enrollments Schedule Attendance Programs Grades Transcript Credit Summary Asse

Save Resolution Delete Resolution Print Calendar Print Year New Event New Resolution Add Student

behavior

07-08 FLAT LICK ELEMENTARY (1 Events)

ALEXANDER, MIRANDA - Offender

Section 3: Behavior Resolution Form

ALEXANDER

*Behavior Resolution

*Resolution Date *Resolution Time End Date End Time
01/09/2009 03:08 PM

Comments

State Resolution Code Mapping (calculated from resolution type)
No State Code

1 Search for student

2 Click student name/role

4 Complete form

If resolution includes attendance, SSP resolutions at bottom of droplist must be used

Informing Parents/Guardians

- Portal
 - Fully automated, attention from staff is not required
 - Warning!
 - *Data is instantly available the moment it is saved*
 - Resolution is seldom complete when referral is saved
 - Parents/guardians can become upset when they see an incomplete event that has not been investigated and/or resolved
 - System administration settings
 - Navigation: System Administration>Resources>Resources>Portal Options tab
 - Check “Behavior” to enable parent/guardian access



Informing Parents/Guardians

- Letters
 - Must be created in advance
 - Fully customizable
 - Available to user or their user group
 - Ready when a school-defined trigger is hit
 - Can be printed by
 - Effective date
 - Date range
 - Sorted by
 - Student name
 - Zip code



Printing a Behavior Letter

1 Select letter to print

2 Choose date type and enter date

Behavior Letter Wizard

This wizard will walk you through the creation of a behavior query and a letter format. You can print an existing letter for a given student, or generate a new letter for each student that meets any of the trigger criteria with a behavior event on the effective date. If a date range is specified, the wizard will generate a letter for each student that meets the trigger criteria with a behavior event within the date range.

Saved Letters

- ☐ Fighting Letter
- ☐ Student of the Month

Would you like to print for an effective date, or date range?

Effective Date ☐

Date Range ☐

Sort Option: ☒ Student Name ☐ Zip

Print Letters

The image shows a screenshot of a web application titled "Behavior Letter Wizard". It contains a list of "Saved Letters" with two items: "Fighting Letter" and "Student of the Month". Below this list are options for "Effective Date" and "Date Range", each with a radio button. There is also a "Sort Option" section with radio buttons for "Student Name" (which is selected) and "Zip". At the bottom right is a button labeled "Print Letters". Four red arrows point from numbered text boxes to these elements: arrow 1 points to the "Saved Letters" list, arrow 2 points to the "Effective Date" and "Date Range" options, arrow 3 points to the "Sort Option" section, and arrow 4 points to the "Print Letters" button.

3 Choose sort option

4 Print letters

Questions & Answers

Ask, we're ready!



Learn More!

Additional training is available from Campus U

- Professional, certified trainers
- Just-in-time offerings
- Online
- In person
 - In your district
 - At Infinite Campus

